

**INTERNATIONAL REGISTRATION PLAN (IRP)
 CUSTOMER APPLICATION CHECKLIST
 (For applications listed below)**

ACCOUNT INFORMATION

IMPORTANT: Renewal applications **MUST** be sent directly to Headquarters. Every requirement (unless optional) listed on the reverse, and every fee listed for each application type must be fulfilled before operating credentials can be issued.

REGISTRANT'S BUSINESS NAME

LICENSE YEAR

IRP ACCOUNT NUMBER

SUPPLEMENT NUMBER

FEE TABLE

SECTION NUMBER	TYPE OF APPLICATION	APPLICATION FEES	NUMBER OF ITEMS	TOTAL COST PER LINE
1	Original	Estimate per Section 1 on reverse		\$
2	Vehicle addition	Estimate per Section 2 on reverse		\$
4	Vehicle deletion/addition	\$ 2 per vehicle for each replacement weight fee credit		\$
5	Weight increase	Estimate of fees per Section 5 on reverse		\$
6	Replacement plates	\$ 17 per vehicle		\$
6	Replacement cab card	\$ 16 per cab card		\$
6	Replacement sticker only	\$ 16 per sticker		\$
7	Jurisdiction add	Estimate per Section 7 on reverse		\$
1, 2	Original and vehicle addition	\$ 1 for reflectorized plates		\$
1, 2, 5	Original, vehicle addition, and declared weight change	\$ 3 per set of weight decals/or stickers		\$
1, 2, 3, 4, 5, 6, 7, 8	Original and supplement	\$ 2 per application Administrative Service Fee		\$
1, 2, 4, 5, 6, 7, 8	Original and supplement	\$ 2 per stickers, plates or cab card issued		\$

ESTIMATED TOTAL FEES DUE \$

DECLARATION AND SIGNATURE

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

THIS DOCUMENT EXECUTED AT (CITY, COUNTY, STATE)

PRINTED NAME OF REGISTRANT OR REGISTRANT'S AUTHORIZED EMPLOYEE/AGENT

OCCUPATIONAL LICENSE NUMBER (FOR REGISTRATION AGENTS ONLY)

OCCUPATIONAL LICENSE EXPIRATION DATE

SIGNATURE OF REGISTRANT OR REGISTRANT'S AUTHORIZED REPRESENTATIVE

DATE

FOR DMV USE ONLY

OFFICE DATE LINE STAMP

CREDENTIALS TAKEN UP

☐ Plates ☐ Cab Cards ☐ Sticker(s)

☐ REG 2126 issued _____ EXPIRATION DATE
☐ No REG 2126 issued

☐ **CHECK THE BOX(ES) TO INDICATE WHICH DOCUMENTS/OR FEES ARE BEING SUBMITTED**

SECTION 1: ORIGINAL APPLICATION

REQUIRED:

Fees: Check appropriate box to indicate method used:

- ☐ Apportioned for California (including county fees) and all qualified IRP jurisdictions, **OR**
- ☐ \$200 per vehicle per month for the number of months from the application date to December 31, **OR**
- ☐ 100% California fees, including county fees (see Chapter 7 of the IRP handbook).
- ☐ Schedule A/B, Carrier Information, REG 2117 IRP.
- ☐ Schedule C, Vehicle Data, REG 2118 IRP.
- ☐ FHVUT Proof of payment or exemption.
- ☐ Agreement to prepare and maintain records, REG 522.

- ☐ Rent receipt or mortgage payment with business physical address.
- ☐ VIN Verification, unless exempt (see Section 4.035 of the IRP handbook).
- ☐ IFTA Number or "Applied For" on Schedule A/B.
- ☐ US DOT Number or "Applied For" on Schedule A/B.

WHEN APPLICABLE:

- ☐ Commercial Driver License number on Schedule A/B for owner/operators
- ☐ Copy of Lease Agreement, (Owner-Operator)
- ☐ Registration Service Agent Authorization.

SECTION 2: VEHICLE ADDITION SUPPLEMENT

REQUIRED:

- ☐ Fees: Check appropriate box to indicate method used:
- ☐ Apportioned for California (including county fees) and all qualified IRP jurisdictions, **OR**
- ☐ \$200 per vehicle per month for the number of months from the application date to December 31, **OR**
- ☐ 100% California fees, including county fees (see Chapter 7 of the handbook).

- ☐ Schedule C, Vehicle Data, REG 2118 IRP.
- ☐ FHVUT Proof of payment or exemption.
- ☐ VIN Verification, unless exempt (see Section 4.040 of the IRP handbook).

WHEN APPLICABLE:

- ☐ Copy of Lease Agreement (Owner-Operators)

SECTION 3: VEHICLE DELETION SUPPLEMENT

REQUIRED:

- ☐ Schedule C, Vehicle Data, REG 2118 IRP.

- ☐ Deleted vehicle plates and cab card or statement of disposition.

SECTION 4: VEHICLE DELETION/ADDITION SUPPLEMENT

REQUIRED:

- ☐ All requirements under sections 2 and 3 above.

REQUIRED: When applying for replacement weight fee credit:

- ☐ Fees: \$2 per weight fee credit per vehicle.

SECTION 5: WEIGHT CHANGE SUPPLEMENT

REQUIRED:

- ☐ Fee for weight difference due as described in Chapter 7 of the IRP Customer Handbook AND

- ☐ \$10 per vehicle per jurisdiction
- ☐ Schedule C, Vehicle Data, REG 2118 IRP.
- ☐ FHVUT Proof of payment or exemption.

SECTION 6: REPLACEMENT CREDENTIAL SUPPLEMENT

TYPE:

☐ Plates

☐ Cab Cards

☐ Stickers

☐ Weight Decal/Sticker

REQUIRED:

- ☐ Fees: As listed under respective replacement credential on fee table on reverse.
- ☐ Schedule C, Vehicle Data, REG 2118 IRP.

WHEN APPLICABLE:

- ☐ Surrender remaining plates or statement of disposition.
- ☐ Surrender cab card or statement of disposition.
- ☐ Weight decal/sticker or statement of disposition.

SECTION 7: JURISDICTION ADDITION SUPPLEMENT

REQUIRED:

Fees: Check appropriate box to indicate method used:

- ☐ Estimate per jurisdiction added, as described on Chapter 5 of the IRP customer Handbook OR
- ☐ \$50 per application and \$2 per fleet vehicle.

- ☐ Photocopy of Original or Renewal mileage Schedule
- ☐ New mileage Schedule A/B, REG 2117 IRP, with new jurisdictions and miles.
- ☐ Schedule C, Vehicle Data, REG 2118 IRP.
- ☐ Jurisdiction addition weight qualification form, REG 5018.

SECTION 8: NAME OR ADDRESS CHANGE SUPPLEMENT

REQUIRED for CHANGE OF REGISTRANT'S NAME:

- ☐ Fees: \$2 per application Administrative Service Fee and \$2 per fleet vehicle cab card fee.
- ☐ Schedule A/B, Carrier Information, REG 2117 IRP.
- ☐ Statement of Facts, REG 256 M.

REQUIRED for FLEET ADDRESS CHANGE/CORRECTION:

- ☐ Fees: \$2 per application Administrative Service Fee and \$2 per fleet vehicle cab card fee.
- ☐ Schedule A/B, Carrier Information, REG 2117 IRP.
- ☐ Submission of basing documents as described in Chapter 4 of the IRP Customer Handbook.

PLEASE NOTE: The fees paid with an IRP application are a **DEPOSIT ONLY** against the total fees due as computed and reported by the IRP Unit at DMV headquarters in Sacramento. Once a billing statement has been issued, subsequent temporary operating authority or annual cab card will not be issued until the balance due is **PAID IN FULL**. For additional information and/or forms refer to the IRP Customer Handbook (REG 524), the IRP Fast Facts (FFIRP-1), or DMV's Web site at www.dmv.ca.gov. The IRP Operations telephone number is (916) 657-7971 and the fax number is (916) 657-6628.